



City of Houston

IT LEAD - APPLICATIONS (BI & DATA LEAD)

SALARY	\$4,220.76 - \$5,231.99 Biweekly \$109,739.76 - \$136,031.74 Annually	LOCATION	16930 John F. Kennedy Blvd.
JOB TYPE	Full Time	JOB NUMBER	37552
DEPARTMENT	Houston Airport System	OPENING DATE	11/12/2025
CLOSING DATE	11/19/2025 11:59 PM Central		

POSITION OVERVIEW



Applications accepted from: ALL PERSONS INTERESTED

Division/Section: Information Technology / Applications

Workdays & Hours*: Monday to Friday 8:00AM – 5:00PM, Occasional Weekend/Holidays **(Subject to change)**

PURPOSE OF DIVISION

The Information Technology Division of the Houston Airport System (HAS) provides technology systems and information that enhances the passenger experience and empowers the Houston Airports to meet its mission and vision. The Information Security Team provides HAS a robust, secure, and available technology environment by proactively deploying tools, techniques, and procedures (TTP) to protect the confidentiality, integrity, and availability of HAS data, information, and systems.

PURPOSE OF POSITION

The role involves engaging business stakeholders and cross-functional teams to gain a deep understanding of business processes and identify three to five high-impact data use cases to measure business operations, passenger experiences, and establish effective KPIs for performance tracking. The position requires providing technical expertise on HAS data architecture, ensuring the use of appropriate tools for data extraction, transformation, and loading, as well as defining the right level of detail for insightful and actionable presentations. Clear communication of metrics, KPIs, and analytical insights to business stakeholders and senior leadership both verbally and in writing—is essential to ensure team priorities align with organizational goals. The role will also include assessing the current BI architecture, proposing a high-level future-state design, and developing a roadmap for implementation. A key focus will be identifying opportunities for innovation, efficiency improvement, and advanced analytics, including predictive analysis and AI use cases. Additionally, the position provides thought leadership in Business Intelligence, Data Engineering, and

Visualization defining best practices for KPI development, data modeling, querying, and visualization to support a wide array of business questions. The role includes delivering a comprehensive BI strategy and architecture, collaborating closely with application development and BI teams to build scalable, modern BI solutions using best-in-class tools. Finally, the position will lead the next phase of business intelligence implementation for HAS, as well as identify, hire, mentor, and train talent to evolve their skills, support existing BI assets, resolve incidents, and contribute to performance measurement initiatives. **"Must be able to pass a criminal background check, obtain and maintain federally mandated security clearances where required."**

The duties of the **IT Lead – Applications (BI & DATA LEAD)** include but are not limited to:

SUPERVISION: Functions as technical lead with limited supervisory responsibilities. Plans, organizes and assigns work for the team. Accomplishes staff results by communicating job expectations and providing technical guidance, coaching, mentoring. Provides input to manager regarding team member performance evaluations and disciplinary action. Contributes to the development of policies, procedures, and productivity standards. Assists manager with recruiting, selecting, orienting, and training team members; maintains a safe, secure, and discrimination-free work environment; developing team member personal growth opportunities. Establishes team goals that support organizational objectives by gathering pertinent business, financial, service, and operations information; identifying and evaluating trends and options; choosing a course of action; defining objectives; evaluating outcomes.

OPERATIONS: Completes operations by developing team schedules, assigning and monitoring work; gathering resources; implementing productivity and customer service standards; resolving operations problems; maintaining reference on-line manuals and implementing new procedures and processes. Controls expenditures by gathering and submitting budget information; scheduling expenditures; monitoring variances; implementing corrective actions. Delivers high performance by enforcing performance, quality, and customer service standards.

CUSTOMER SERVICE: Maintains customer service standard by initiating, coordinating, and enforcing program, operational, and personnel policies and procedures. Completes customer service operational requirements by scheduling and assigning team members, following up on work results. Maintains quality service by enforcing quality and customer service standards; analyzing and resolving quality and customer service problems; identifying trends; recommending system requirements. Assess customer satisfaction with services by designing and implementing satisfaction surveys, analyzing and interpreting results.

TEAM EFFORT: Contributes to team effort by accomplishing related results and performing related responsibilities as needed.

WORKING CONDITIONS

There are occasional minor discomforts from exposure to less-than-optimal temperature and air conditions. The position may involve dealing with modestly unpleasant situations, as with occasional exposure to office chemicals and/or extensive use of a video display terminal. There are no major sources of discomfort, i.e., essentially normal office environment with acceptable lighting, temperature and air conditions. Skilled technician in a hands-on environment and may have on-call responsibilities and rotating shifts. Ability to pass and maintain federal security clearances. Requires the ability to make closely coordinated eye/hand movements within very fine tolerance and/or calibration demands. Operates a motor vehicle.

MINIMUM REQUIREMENTS

EDUCATIONAL REQUIREMENTS

Requires a Bachelor's degree in Computer Science, Management and Information Systems (MIS) or a closely related field.

Information systems-specific technical certifications may be substituted for 1 year of either the education or the experience requirement, as applicable.

Related professional Information Systems experience may be substituted for the education requirement on a year-for-year basis.

EXPERIENCE REQUIREMENTS

At least six (6) years of technology experience supporting applications.

A Master's degree in Computer Science, Management and Information Systems (MIS) or a closely related field may be substituted for two years of the experience requirement.

LICENSE REQUIREMENTS

None

PREFERENCES

*****Preference shall be given to eligible veteran applicants provided such persons possess the qualifications necessary for competent discharge of the duties involved in the position applied for, such persons are among the most qualified candidates for the position, and all other factors in accordance with Executive Order 1-6.*****

Preferences will be given to candidates with experience with the following:

- Three to five years experience in data visualization/BI technologies such as Tableau/Power BI or others. Ability to learn cloud visualization tools and data science principles.
- Three to five years experience in data management solutions (i.e., data warehouses, data lakes, etc.), data analytics/business intelligence.
- Expertise in managing reporting function including producing KPIs and Dashboards, and experience in the design, development and support of dashboards and visualizations in support of business KPI measurements.
- Strong and effective presentation and communication skills, with ability to communicate with all levels of the business (executive leadership, individual contributors, senior staff).
- Strong program/ project management skills, and proven track record of taking ownership, managing conflicting priorities and driving results.

GENERAL INFORMATION

SELECTION/SKILLS TESTS REQUIRED

The selection process will involve application review and/or interview. Department may administer skills assessment test.

SAFETY IMPACT POSITION

YES - If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

Pay Grade - 30

SALARY INFORMATION

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification.

APPLICATION PROCEDURES

Only online applications will be accepted for this City of Houston job and must be received by the Human Resources Department during active posting period. **Applications must be submitted online at: www.houstontx.gov.**

To view your detailed application status, please log-in to your online profile by visiting: <http://agency.governmentjobs.com/houston/default.cfm> or call 281-233-1842.

If you need special services or accommodations, call 281-233-1842; (TTY 7-1-1)

If you need login assistance or technical support call 855-524-5627.

Due to the high volume of applications received, the Hiring Department will contact you directly, should you be selected to advance in our recruitment process.

All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.

Applicants are encouraged to attach a cover letter and resume along with their completed application when applying.

For further information pertaining to the Houston Airport System, please visit: https://www.youtube.com/watch?v=EDWLV_sJFoM

EOE Equal Opportunity Employment

The City of Houston is committed to recruiting and retaining a diverse workforce and providing a work environment that is free from discrimination and harassment based upon any legally protected status or protected characteristic, including but not limited to an individual's sex, race, color, ethnicity, national origin, age, religion, disability, sexual orientation, genetic information, veteran status, gender identity, or pregnancy.

Employer

City of Houston

Address

901 Bagby St

Houston, Texas, 77002

Website

<https://www.houstontx.gov/>

IT LEAD - APPLICATIONS (BI & DATA LEAD) Supplemental Questionnaire

***QUESTION 1**

Are you a veteran who served on active duty in the Armed Forces (United States Army, Navy, Air Force, Marine Corps, or Coast Guard) for more than 90 consecutive days and received either an honorable discharge or a general discharge under honorable conditions?

☐ Yes

☐ No

***QUESTION 2**

Are you a Houston Airport System employee?

☐ Yes

☐ No

***QUESTION 3**

What is the highest level of education you have obtained?

☐ High School or GED

☐ Associate's Degree

☐ Bachelor's Degree

☐ Master's Degree

***QUESTION 4**

What field of study is your degree in?

- ☐ Computer Science
- ☐ Management Information
- ☐ Information Technology
- ☐ Business Administration
- ☐ Other
- ☐ No Degree

***QUESTION 5**

How many years of information technology experience do you have in supporting applications?

- ☐ Less than 3 years
- ☐ 3 to less than 4 years
- ☐ 4 to less than 5 years
- ☐ 5 to less than 6 years
- ☐ 6 to less than 7 years
- ☐ 7 to less than 8 years
- ☐ 8 to less than 9 years
- ☐ 9 to less than 10 years
- ☐ 10 and more years of experience
- ☐ No experience

***QUESTION 6**

How many years of professional experiences do you have in cloud computing, cloud storage, virtual network, and API Gateway do you have?

- ☐ Less than 3 Years
- ☐ 3 Years to less than 5 years
- ☐ 5 Years or more
- ☐ No experience

***QUESTION 7**

How many years of professional experience do you have in the design, architecture, development and support of an enterprise data warehouse?

- ☐ Less than 3 Years
- ☐ 3 Years to less than 5 years
- ☐ 5 Years or more
- ☐ No experience

***QUESTION 8**

Do you have a valid, non-expired, system-specific technical certification? (If yes, please attach to application)

- ☐ Yes
- ☐ No
- ☐ I do not have a system-specific technical certification

***QUESTION 9**

Select the applications with which you have experience (Check all that apply)?

- ☐ AWS Redshift
- ☐ AWS Lambda
- ☐ Python
- ☐ SQL
- ☐ CI/CD
- ☐ AWS Glue
- ☐ SSIS or other ETL tool
- ☐ Tableau or Power BI
- ☐ Relational databases (SQL Server, PostgreSQL, MySQL)
- ☐ NoSQL databases (Cassandra, MongoDB, DynamoDB)
- ☐ I do not have a certification.

*** Required Question**